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ABSTRACT

This selected annotated bibliography was prepared for the use of teachers, counselors, and other educators interested in career counseling for grades K-college as well as adults wishing to make mid-career changes. The entrees are divided into six sections varying in length (from two to eight pages) as follows: (1) sixty-six books including annotated bibliographies on career opportunities for women, college graduates, and professionals in education; guides to standardized tests and their uses, job opportunities, and occupation-related professional organizations; workbooks; lesson plans; curriculum guides; and program development information; (2) twenty-one periodical articles including some program descriptions and some on studies and projects regarding the implementation of career education, career education models, and program evaluation; (3) eighteen pamphlets and monographs including a guide book for counselors, annotated bibliographies on educational and vocational guidance and women's careers, research reports of the American College Testing Program (ACT), and career guidance materials; (4) thirteen audio-visuals including instructional material guides, tapes, filmstrips, and films; (5) sixteen miscellaneous citations of curriculum guides, resource guides, instructional kits, newsletters and bulletins on job opportunities, guides for counselors and teachers, and resource materials; and (6) thirty-eight supplementary materials (not annotated) including articles and publications on research, career education, career guidance, staff development, and available resources. (EM)

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PROFESSIONAL INFORMATION on CAREER GUIDANCE

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An Annotated Bibliography

for

Counselors and Teachers

by

C. J. Carsello

Student Counseling Service

University of Illinois at Chicago Circle

1977

CE 013 303

Introduction

This selected annotated bibliography was prepared especially for the use of teachers, counselors, and other educators interested in career counseling.

The entrees were selected from current books, articles and other materials available in the University of Illinois, Chicago Circle, library and from sources suggested by colleagues.

The career counselor will find that a wide range of materials have been listed in this bibliography covering grades K-college plus some entrees suitable for counseling the mature adult wishing to change careers or venture into a second career.

The author wishes to express his gratitude to all who have contributed to make this bibliography possible, especially Alvida Baukus, the faculty, and staff of Student Counseling Service at the University of Illinois, Chicago Circle.

---- Carmen J. Carsello

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BOOKS

Anastasi, A. Contains information on test description, administration, and use. It is often used as a text for courses in psychological assessment. Psychological Testing. 4th ed. New York: Macmillan Co., 1976.

Arnold, N. & Heideman, R. Selected annotated bibliography with chapters on higher education, special education, foreign study and teaching positions abroad, graduate programs and fellowships, programs for women and minority groups, teaching in alternative and independent schools, manpower and occupational information, teacher education, etc. An Annotated Bibliography of Career Information for Prospective Professionals in Education. University of Wisconsin, 1974.

Backer Thomas E.; Farmer Helen S. Addressed to counselors in educational institutions and public service agencies -- this volume contains listings of books, films, organizations and other resources valuable to career counselors. New Career Options for Women: A Counselor's Sourcebook. Vol. I. New York: Human Sciences Press, 1977.

Backer Thomas E.; Farmer, Helen S. A summary of the major subjects covered in the Sourcebook and may be used independently or as part of counseling. New Career Options: A Woman's Guide. Vol. II. New York: Human Sciences Press. 1977.

Backer Thomas E.; Farmer, Helen S. A valuable resource containing 240 annotations of books, journals, articles and reports from such fields as economics, sociology, anthropology and psychology pertaining to women and work. New Career Options for Women: A Selected Annotated Bibliography. Vol. III. New York. Human Sciences Press, 1977.

Bailey L. J. (Editor). Presents applications derived from theory and research with the view to finding new direction for implementing career guidance within the classroom. Facilitating Career Development: An Annotated Bibliography. Springfield, Ill.: Division of Vocational and Technical Education, 1970. (Reprinted, 1972).

Bailey, L. J.; Stadt, R. W. A digest of individual and group philosophies, research, and recommendations. A collection of current publications and special group position papers that support human development needs in establishing individual lifestyles through an accomodating career development. Career Education New Approaches to Human Development. Bloomington, Ill.: McKnight Publishing Co., 1973.

Banks Jennifer Szymanski, Cynthia Tobin, Nancy. Comprehensive annotated bibliographies arranged in chapters on counseling, career education, directories and information on financial aid, the job search, occupational information, directories of educational and training resources, and women. Bibliographies of Career-Related Materials. Educational Development Center Inc., 1975.

Berlye, Milton K. Describes how the many facets of life are interrelated and contribute to a career. Can be used as a Senior high school or college text. Your Career in the World of Work. Indianapolis: Bobbs-Merrill, Inc., 1975.

Brown, Newell. Discusses fallacies, widely accepted, about career choice, explores psychological aspects of career decisions, and defines differences between kinds and fields of work. After College What? New York: M. M. Lads Pub., 1970.

Buros, O. K. A complete index to tests, test reviews, and descriptions of specific tests. Tests in Print II. Highland Park, New Jersey: The Gryphon Press, 1974.

Buros O. K. ed. Designed to assist text users in education, psychology and industry to make more intelligent use of standardized tests of every description including those in the area of careers. The Seventh Mental Measurements Yearbook. Highland Park, New Jersey: The Gryphon Press, 1972.

Career Guide to Professional Associations. This guide classifies nearly 2,000 organizations by occupational field using the Dictionary of Occupational Titles (U.S. Labor Dept.) system. Key information on each includes: types of career aids; educational assistance employment services; professional scope; chief publications. Career Guide to Professional Associations. Cranston, R.I.: The Carroll Press Publishers, 1976.

Career Index. Lists about 700 annotated sources of free or inexpensive occupational and educational information. Updated annually. Career Index. Moravia, N.Y.: Chronicle Guidance Pub. Inc., 1976.

Career Information for College Graduates. An annotated bibliography designed to be used by advisors and college students in planning for careers. The section on general career information concentrates on career planning guides rather than on books restricted to job hunting or recruiting techniques. Career Information for College Graduates. (Compiled by the Eastern College Personnel Officers.) Bethlehem, Pa.: College Placement Council, Inc., 1976.

College Placement Annual. Official occupational director of the Regional Placement Associations, providing information on the positions customarily offered to college graduates by principal employers. College Placement Annual. Bethlehem, Pa.: College Placement Council, Inc., 1976.

Cook, David R. Nineteen authorities examines today's most difficult guidance problems. One section deals with six operations that comprise a systems approach in developing career guidance programs. Guidance for Education in Revolution. Boston; Allyn & Bacon, 1971.

Cronbach, L. J. Contains information on test description, administration and general use. It is often used as a text for courses in psychological assessment. Psychological Testing. Third ed. New York: Harper & Row, 1970.

Cull, John G.; Hardy, Richard E. Special considerations with which young Black persons must deal in deciding on various types of professional careers. Career Guidance for Black Adolescents. Springfield, Ill. Charles C. Thomas, 1975.

Cunningham, L. M.; Peters, H. J. Offers a manageable amount of material to be covered in a course for those in counselor education. Counseling Theories. Columbus, Ohio: Charles E. Merrill Pub. Co., 1973.

Campbell, H. B.; King, C. C. Shows how the middle and secondary classroom teacher can present career information. Developing Local Career Information Systems for Middle & Secondary Schools. Columbus, Ohio: The Center for Vocational Education, 1975.

Career Education in the Academic Classroom. A product of a national conference convened by the National Foundation for the Improvement of Education at which representatives from various academic disciplines analyzed the relationships of academic pursuits and the goals of career education. Career Education in the Academic Calssroom. Salt Lake City, Utah: Olympus Pub. Co., 1976

Ducket, Walter. Requirements, training, duties, salaries, and future outlook for each career are detailed, with cross references to other closely related professional careers. Also contains jobs with the federal government based on major and a list of free vocational literature. A Guide to Professional Careers, New York: J. Messner, 1970.

Dictionary of Occupational Titles (D.O.T.). An encyclopedia of job definitions and related data. It defines and identifies by code number some 23,000 separate occupations. Washington, D.C. U.S. Dept. of Labor's Bureau of Employment Security, 1972.

Dumphy, Austin & McEneaney (Dunply-ed.) An attempt to reconcile many previous theories into a current applicable theory of career planning and development. Each chapter is a separate article by one of the three authors falling into 2 categories: career theory or areas of opportunity. Career Development for the College Student. Cranston, R. I.: The Carroll Press Pub., 1973.

Educators Guide to Free Guidance Materials. A complete guide to selected guidance films, filmstrips, slides, audio tapes, etc. available free of cost. The materials are up-to-date, particularly those which relate to the world of work. The subject of each book, slide, record, film, etc. is summarized in a few sentences. Educators Guide to Free Guidance Materials. Randolph, Wis.: Educators Progress Service, 14th ed. 1975.

Edgerton, A. H. A library of occupational materials which furnishes comprehensive information on jobs employing over 90 percent of the labor force today. Approximately 500 pieces of current literature alphabetically filed by job families to help students explore many job possibilities. For the counselors use in individual or group career counseling of grades 9-14. Kept up-to-date by Guidance Service. Career Information Kit. Chicago: SRS, Inc. 1976-77.

Evans, Rupert N.: Hoyt, Kenneth B.: Mangum, Garth L. Provides the necessary background to implement a working career education program by citing numerous examples of work being done in career education throughout the country. Career Education in the Middle/ Junior High School. Salt Lake City: Olympus Pub. Co., 1976.

Finn, Peter; Lawson, Jane. Offers suggestions for the 6-9 grade classroom teacher interested in presenting career education activities. Career Education Activities for Subject Area Teachers: Grades 6-9. Cambridge, Mass.: ABT Pub., 1975.

Ford, George A. & Lyppitt, Gordon L. This workbook insures reader participation in the learning process through work sheets and questionnaires. The book is divided into three measured planning sessions, each with its own projects to fullfill. Planning Your Future: A Workbook for Personal Goal Setting. La Jolla, Calif. University Associates, Inc., 1976.

Flanagan, J. C. et. al. Summarizes the results of Project Talent, a twenty year longitudinal study of American youth, their aptitudes, interests and occupational choices. The Career Data Book. Pala Alto, Calif.: American Institute of Research, 1973.

Gelatt, H. B.; Barbara Varenhorst & Richard Carey. Deals with decision making for high school and college students. Deciding (student text and teacher's guide). New York: College Entrance Examination Board. 1972.

Ginzberg, Eli. For the professional answers the questions: Who needs career guidance, who provides it, and who can improve it? Career Guidance. New York: McGraw Hill. 1971.

Hansen, Lorraine. Summarizes current thinking and practices in career planning, outlines courses, lists objectives, and provides other information for developing a workable program. Career Guidance Practices in School and Community. National Vocational Guidance Assoc. 1970.

Handbook on Women Workers. Published every two years. It is a sourcebook of facts on women's employment, occupations, earnings, education, and related subjects. The Handbook on Women Workers. Washington, D.C. U.S. Dept. of Labor's Women's Bureau. 1976.

Hardy, R. E. & J. G. Cull (eds.). One of the few recent books on the application of vocational evolution to rehabilitation and employment counseling, a convenient source of information available. Vocational Evaluation for Rehabilitation Services. Springfield, Ill.: C. C. Thomas. 1973.

Healy, Charles C. Describes replicable career counseling procedures which can be used for in-service training. Career Counseling in the Community College. Springfield, Ill.: Thomas. 1974.

Herr, Edwin L. (Ed.). Classifies some of the relationships between vocational guidance and its changing contexts as well as to reinforce its emerging role in human development across national boundaries. Vocational Guidance and Human Development. Boston: Houghton Mifflin Co. 1974.

Herr E. L. & Cramer, S. H. Identifies the contributions of various specialists to career development as well as components of change that need to be considered in career programs. Discusses the stimulus role of guidance and describes various forms of technology in guidance. Vocational Guidance & Career Development in Schools: Towards a Systems Approach. Boston: Houghton Mifflin. 1972.

Hebeler, Jean R. & Hoyt, Kenneth B. (Eds.).The authors recognize the needs of gifted and talented students and are determined that these students are not overlooked in career education. Career Education for Gifted and Talented Students. Salt Lake City, Utah: Olympus Pub. Co. 1976.

Holloway A. Joanne and Joan T. Naper. Provides a structure for classroom career education programs in grades 5-9. Focus on self-awareness and decision making. Introducing Career Concepts. (Series 2). Chicago: Science Research Associates. 1975.

Hoyt, Kenneth B.; Laramore, D.; Mangum, Garth L.; Pinson, Nancy M. Designed to give concrete guides for including career education concepts in the daily classroom experience. Career Education and the Elementary School Teacher. Salt Lake City, Utah: Olympus Pub. Co. 1976.

Hoffman, L. W. & F. Ivan Nye. Reviews and evaluates much of the literature on the effects of maternal employment. The authors have organized psychological and sociological studies into nine substantive areas. Working Mothers. San Francisco: Josey-Bass. 1974.

Holloway, A. S., Naper, Joan T. A structured lesson-activity program that focuses on students' developing self-awareness and organizes their experiences for future decision making. Recommended for teachers of grades 5-9. Introducing Career Concepts (Series 2). Chicago: Science Research Associates. 1975.

Hopke, W. E. Contains information on specific career opportunities and major occupational groupings. It is designed to be used by high school counselors, students and parents. However, the wide coverage of career information may be useful to career counselors at all levels. Encyclopedia of Careers & Vocational Guidance (2 vols.). Garden City, N.Y.: Doubleday & Co. 1972.

Hoyt Kenneth B. A "how to do it" book on career education aimed at the home, the junior high, the high school, post-secondary education, and manpower programs. Salt Lake City: Olympus Publ. Co. 1973.

Hoyt Kenneth B. Dr. Hoyt's papers illustrate the stages in the development of career education concepts and thoughts on the future of the career education movement. Career Education: Contributions to an Evolving Concept. Salt Lake City, Utah: Olympus Pub. 1976.

Isaacson Lee E. Intended for those who are involved in assisting the career planning and development process. It emphasizes that several individuals do play significant parts in the process and that they can perform their roles best when each understands and utilizes the contributions of the others. Career Information in Counseling & Teaching. Boston, Mass.: Allyn and Bacon, Inc. (2nd Ed.) 1971.

Jesser, David L. Discusses the ways in which chief state school officers are dealing with career education. It examines how career education materials and curriculum have been developed by the states. Career Education: A Priority of the Chief State School Officers Salt Lake City, Utah: Olympus Pub. Co. 1976.

Kaufman, Roger. Particularly designed as a tool for the educator or consultant who wishes to convey a method for effective decision making to individuals and groups. Affords profitable reading for students having difficulty selecting a career. Identifying and Solving Problems: A System Approach. La Jolla, Calif: University Associates. 1976.

* Sugarman, N.M. (Eds.)

Lahren, d. A.: Paulter, A. J.: Roeder, J.A. Presents a series of readings on the subject of career education. Career Education: Purpose, Function, and Goals. New York: MSS Information Corp. 1973.

Lovejoy Clarence E. Tells where to find a school or course offering how to prepare for a career while serving in the Armed Forces; what trades one can learn through on-the-job training; where one can obtain special job training if handicapped. Lovejoy's Career and Vocational School Guide. New York: Simon & Schuster. 1973.

Lovejoy Clarence E. Published biennially accompanied by a monthly supplement which provides information about developments between revisions of the Guide. The major portion of the book includes descriptive material for over 2,300 institutions of higher education. Lovejoy's College Guide. Simon & Schuster, Inc. 1976.

Malnig Lawrence R. Morrow, Sandra L. This research-based guidebook describes in brief, easily grasped terms the careers related to each major, spells out which majors personnel directors actually hire, identifies the most available beginning jobs for college graduates, and reveals the jobs that liberal arts, science and business majors really get after graduation. What Can I Do With a Major In . . .? Jersey City, N.J. Saint Peter's College Press. n.d.

Marland, Sidney P. Jr. Discusses the ways in which career education seeks to make schooling more relevant for children, young people and adults. It also examines the pros and cons of career education and responds to its critics. Career Education. New York: McGraw-Hill Book Co. 1974.

McClure Larry. The purpose of this manual is to underline some significant career education concepts and issues that are being addressed by practitioners, planners, and researchers alike. The manual doesn't have a beginning, a middle, or an end--it is structured the same as an index. Career Education Survival Manual. Salt Lake City: Utah: Olympus Pub. Co. 1976.

Occupational Manpower Projections, 1975-1981. This inter-agency study has been undertaken in an attempt to provide detailed projections of occupational manpower demands utilizing the best available methodology for the State and its constituant manpower planning regions. Occupational Manpower Projections, 1975-1981. Springfield: State of Illinois, 1976.

Occupational Outlook Handbook. Published every two years. It is the most comprehensive source of occupational and industry career information available It provides information on the nature of work, long term employment outlook, and related topics for hundreds of occupations and major industries. Occupational Outlook Handbook. Washington, D.C.: U.S. Dept. of Labor. Supt. of Documents. 1976-77.

Ohlsen, M. M. Contains material on career development and the use of tests in vocational counseling. Guidance Services in the Modern School. 2nd ed. New Yokk: Harcourt Brace Jovanovich. 1974.

Peters, Herman & Hansen, James,(Eds). Three new sections have been added in this edition to include general trends, the disadvantaged, and career development of women. Vocational Guidance and Career Development: Selected Readings 2nd ed. Masmillan Co. 1971

Shertzer, Bruce. Detailed lesson plans for conducting group vocational guidance. Teachers Guide to Group Vocational Guidance. Arlington, Mass.: Bellman Pub. Co. 1971

Smith, G. An annotated bibliography of government publications on career information. Counselor's Guide to Manpower Information. Washington, D.C.: U.S. Dept. of Labor. Supt. of Documents. 1976.

Super Donald E. et. al. Descriptions and evaluative assessments of four system development projects which have applied the computer to vocational guidance services. Discussion of the present status and future developments of innovations utilizing the computer. Computer Assisted Counseling. Teachers College Press: Columbia University. 1970.

Tiedeman, D. V. A two part essay clarifying the problem of development in the relationship of personality and career. Career Development: Choice & Adjustment. New York: College Entrance Examination Board. 1963.

Tolbert, E. L. Explains career counseling methods, techniques and suggestions. Counseling for Career Development. Boston: Houghton Mifflin. 1974.

Urban Career Guide. A directory of educational opportunities in the fields of housing, housing management, urban renewal, community development and housing code enforcement. Urban Career Guide. Washington, D.C.: National Assoc. of Housing & Redevelopment Officials. 1973.

PERIODICALS

Burton B. Career education doesn't replace a thing! Instructor. 85:28. 76.

(A short article discussing the need for career education, its abuse and misunderstanding.)

Counselor competencies for the eighties. B'nai B'rith Career and Counseling Services, 1970.

(A seven page pamphlet discussing some of the possible requirements for career counselors of the future.)

Campbell, C. P. Consortium for occupational teacher education. Contemporary Education, Wint. 1976, 47:92-5.

(An article discussing the bachelor's degree program for preparing industrial arts, vocational trade, and industrial teachers.)

Dolliver, R. H.,& Will, J. A. Ten-year follow-up of the Tyler Vocational Card Sort and the Strong Vocational Interest Blank. Journal of Counseling Psychology, 1977, 24 (1), 48-54.

(The TVCS and the SVIB-M were completed by 67 university students in 1965. The 1975 occupations held by 47 of these students were identified. Both methods achieved about 50% accurary in predicting occupations.)

Dewey, C. R. Exploring interests: a non-sexist method. Personnel & Guidance Journal, 1974, 52, 311-315.

(Study of 67 university students and the accuracy of test predictions as to occupations after 10 yr. period.)

Elkins, James K. Factors in college student's career planning. Vocational Guidance Quarterly, June, 1975, 23 (4), 354-357.

Gross, D. E., & Kaplan, R. M. Teacher attitudes toward implementing career education in the classroom. The Journal of Educational Research, 1975, 69:106-8.)

(Summarizes the results of a four-page questionnaire concerning the implementation of career education and other educational programs that was distributed to all teachers and principals in a large suburban California school district.)

Grubb, W. N., & Layerson, M. Continuities and fallacies in career education. Education Digest, 41(7), March, 1976, 7-11.

(Discusses the rapid growth of career evaluation since 1971. Asks, Can it resolve the problems of school and work?)

Hamilton, A. Career education working model. American Education, Dec. '75, 11, 22-5.

(Description and findings of the three school districts in the medium-sized cities of Orange and Santa Ana, Calif, that joined forces to develop a successful working model for career education that ranges from kindergarten through community college.)

Hansen, L. S. & Tennyson, W. A career management model for counselor involvement. Personnel & Guidance Journal, 53, May, 1975, 638-646.

(Presents a career management model for counselor or teacher involvement in a school program.)

Herr, E. L. Career education for the gifted and talented: some observations. Peabody Journal of Education, Ja., 1976, 53, 98-103.

(This article describes some concerns of the gifted and talented. Helps them reflect on their values and plan their career.)

Hoyt, K. B. Career education and counselor education. Counselor education & Supervision, Aug., 1975, 15, 6-11.)

Lisack, J. P. Interest in vocational education. Intellect. Mar., 1976, 104, 415-16.

(Discusses the current trends of thought exhibited by high school seniors on the subjects of continuing their education, their grades, and occupational preferences.)

Best books of 1972 on vocational guidance. NASSP Bulletin, April, 1973, 57,9 5-104.

(A list of books selected by NASSP as the best on the subject for 1972.)

Ohlson, A. Careers by choice - not chance. Parents'Magazine, 1976, 51, 52.

(Directed to parents, discussing the ways they can help their children choose the kind of work that is most suitable for them.)

Parker C., S. Bunch, & Hagberg, R. Group vocational guidance with college students. Vocational Guidance Quarterly. Dec., 1974, 23,(2), 168-171.

(Presents a model for college-level group vocational guidance in which a variety of activities are employed to facilitate occupational exploration and self-assessment.)

Perrone, P. A. & Kyle, G. M. Evaluating the Effectiveness of a grade 7-9 career development program. Vocational Guidance Quarterly, June, 1975, 23,(4), 317-323.

(Reports the results of six school career programs and their evaluation.)

Peterson, M. Career Education: implications for the elementary school curriculum. International Reading Association Conference Papers, 19, 1974, 84-93.

Prediger, Dale J. A World of work map for career exploration. Vocational Guidance Quarterly, March, 1976, 24(3), 198-208.

(Describes the development, characteristics and use of the World of Work Map and the American College Testing Program Occupational Classification system (ACT-OCS). The purpose of the map is to provide early career planning with over-view of world of work.)

Pyle, K. R. & Stripling, R. O. The counselor, the computer and career development. Vocational Guidance Quarterly, Sept., 1976, 25(1), 71.75.

(This study explores the relationship of computer-assisted career guidance in the community college and describes the counselors' role in using the computer.)

Reardon, R. C. The counselor & career information services. Journal of College Student Personnel, 14, Nov., 1973, 495-500.

Sedaka, J.(B. Why not a woman? Women in new careers programs for training in non-traditional jobs. Education Digest, 1975, 41 (7), 22-25.

(Discusses a pilot project of women in new careers (WINC). This project attempts to justify vocational choice without stereotyping it.--it is aimed especially for economically disadvantaged minority women.)

Shore, M. F. & Massimo, J. L. After ten years: a follow-up study of comprehensive vocationally oriented psychotherapy. American Journal of Orthopsychiatry, Jan., 1973, 43(1), 128-132.

(A study of adolescent delinquent boys successfully treated in a community-based program that combined job placement, remedial education, and psychotherapy which shows significantly better overall adjustment in the treated group when compared with untreated controls.)

Sinick, Daniel. Counseling older persons: career change & retirement. Vocational Guidance Quarterly, Sept., 1976, 25(1), 182 - 25.

(Discussion of second and third career motivations, advantages, disadvantages, and counseling emphasis.)

Smith G. Career education in perspective. Education Digest, Feb., '76, 41(6), 41-43.

(Discusses the past, present and possible future of career education in our schools.)

Where the jobs will open up over the next decade. U.S. News & World Report. Jan. 3, 1977, 82-83.

(Attempts to forecast job opportunities for the next decade, the information was obtained from a government, survey by the Labor Dept. Bureau of Labor Statistics.)

Winter, J. & Schmidt J. A. A replicable career program for junior high. Vocational Guidance Quarterly, June, 1974, 23(2), 177-179.

(Describes a career program developed for junior high school students, aimed to facilitate students exploration of themselves and world of work.)

Woal, Theodore A. A career education program for visually handicapped students. Vocational Guidance Quarterly , Dec., 1974, 23(2), 172-174.

(Transcription into Braille of the "Room to Grow" program presents visually handicapped students with a vehicle for developing career education insights.)

Zytowski, D. G. Predictive validity of the Kuder Occupational Interest Survey: a 12-19 year follow-up. Journal of Counseling Psychology, May, 1976, 23(2), 221-233.

(A follow-up study of more than 1,000 students who had taken the Kuder either in high school or college.)

PAMPHLETS & MONOGRAPHS

ACT Assessment Counselor's Handbook. Iowa City, Iowa: The American College Testing Program, 1975.

(Handbook that provides counselors with pertinent and assessible information about ACT's guidance oriented services and suggests ways ACT data may be used in the counseling process)

Bayless, D. L.; Bergsten, J. W.; Lewis, L. H.; North, R. J. Considerations and procedures in national morning. ACT Research Report: No. 65. Iowa City, Iowa: The American College Testing Program, 1974.

(Illustrates some of the major considerations in obtaining normative data procedures that can be used and problems encountered in morning studies.)

Bibliography of Periodicals in Guidance and Related Fields. Washington, D.C.: B'nai B'rith Career and Counseling Services, 1972.

(This is a 23pp. pamphlet listing periodicals in guidance and related fields.)

Carey, R. Gelatt, H. B.; Versnhorst, B. Deciding. New York: College Entrance Examination Board, 1972.

(A course of study representing a new and innovative attempt to assist students in making well informed and well-considered decisions about themselves, their education, and their future.)

Carmody, J.F.; Fenske, R.H.; Scott, C.S. Changes in goals, plans, and background characteristics of college-bound high school students. ACT Research Report: No. 52. Iowa City, Iowa: The American College Testing Program, 1972.

(This study provides information on the stability or change in personal and background characteristics of entering college students.)

Cole, N. S.; Jones, P. K.; Novick, M. R. Predictions of performance in career education. ACT Research Report: No. 55. Iowa City, Iowa: The American College Testing Program.

(Prediction weights for educational programs in vocational and technical fields are provided using ability scores from ACT Career Planning Profile and Baysian regression theory due to D. V. Lindley as developed into an operational method by the authors.)

College Board Score Reports - A Guide for Counselors and Admissions Officers. College Entrance Examination Board, 1970.

(A guide book intended for school counselors and college admissions officers who use college board scores in counseling students and admitting them to college. It provides current and appropriate information about the scores and their use.

Counselor's Information Service. B'nai B'rith Career and Counseling Services, Washington, D.C.

(A quarterly annotated bibliography of current literature on education and vocational guidande. Also special supplements pertinent to educational and vocational counseling included with most issues.)

Degan, Marybeth. Women and Employment: An Annotated Bibliography. District of Columbia, 1974.

(Lists approximately 20 books about women and their careers. Also provides names of organizations concerned with helping women.)

Fenske, R. H.; Maxey, E. J.; Scott, C. S. ACT Research Report; No. 64. Vocational choice change patterns of a national sample of community - junior college students. Iowa City, Iowa: The American College Testing Program, 1974.

(This study examines changes in expressed vocational choices made over an 18-month period by a sample of students who were each enrolled in one of 62 2-year institutions.)

Hansen, Sunny L. Career guidance practices in school and community. ERIC-NVGA Monograph. Washington, D.C.: National Vocational Guidance Association, 1970.

(Monograph describing career guidance practices in schools and communities, a helpful reference for the educator.)

Hanson G. R. Assessing the career interests of college youths: summary of research and applications. ACT Research Report: No. 67. Iowa City, Iowa. The American College Testing Program, 1974.

(Describes national, development, technical characteristics, and use of the ACT Interest Inventory.)

Herr, E. L. Decision-Making & Vocational Development. Geneva, Ill.: Houghton Mifflin, 1970.

(Discusses the process of decision-making and vocational development. The authors suggests some strategies designed to facilitate decision-making process with elementary and secondary school students.)

Jobs for which a college education is usually required. U. S. Dept. of Labor. Bureau of Labor Statistics, 1976.

(This pamphlet lists the occupations discussed in the Occupational Outlook Handbook for which a college education is usually required. The summaries give only highlights of job qualifications and employment trends described in the handbook.

Lamb, R. R. Validity of the ACT Interest Inventory for Minority Group Members. ACT Research Report: No. 72. Iowa City, Iowa: The American College Testing Program, 1976.

(Data from 2,280 college seniors of various minority groups are analyzed to determine whether the ACT Interests Inventory could classify minority group students as accurately as white students into appropriate educational major groups.

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